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**PRACTITIONER CHECK-LIST FOR TEMPORARY BODY ART EVENTS**

This check list is designed for temporary event organizers and participating practitioners. This guidance document contains a list of requirements that practitioners are expected to understand and implement at a Temporary Body Art Event. These requirements will meet public health and safety standards established in California's H&S Code Chapter 638 Safe Body Art Law (Section 119308, 119309, 119310, 119311, 119317, and 119318). **Compliance will be verified by DHHS Environmental Health Staff.**

- ☐ **ALL PRACTITIONERS MUST HAVE A VALID PRACTITIONER REGISTRATION** A registration is considered valid if it was issued from any jurisdiction within California: valid within one year of the issue date; and/or valid within the noted expiration date.
- ☐ **PRACTITIONER REGISTRATIONS MUST BE VISUALLY DISPLAYED** The registration must be present at the time of the event. If you do not want to be interrupted during your inspection, visually display your registration on you or at your booth. If your registration does not have a current ID photo, be prepared to provide a photo ID upon request.
- ☐ **NO FOOD OR DRINK** No food, drink, or tobacco products are allowed in the booth. Clients and practitioners shall not eat or drink within the booth. If the client or you needs to eat, drink or smoke, the client and you must leave the booth. **Remember, the booth is the procedure area.**
- ☐ **CLEAN ENVIRONMENT** The only way to maintain a clean and sanitary environment in the procedure area is to be neat and organized. You should have only items necessary to apply your craft. Store personal effects out of the way and away from the work stations in the booth. Under the table is appropriate. Keep all trash generated in the lined waste can. Help notify the sponsor to maintain regular trash pick-up from your booth. **Remember, the booth is the procedure area.**
- ☐ **FORMS AND PAPERWORK** You are required to have all necessary forms and documents to perform body art. These forms include but are not limited to: Client Consent; Medical History; Aftercare Instructions; Client Procedure Log; and/or separate Procedure log to **document the use of disposable instruments**; disposable instrument Invoice; jewelry mill certifications; etc.
- ☐ **WASH YOUR HANDS** **It is your responsibility!** Wash and dry your hands with the **soap and water** just prior to and after **every procedure**. It is unrealistic to expect that you will leave the demonstration booth to wash your hands in the restroom facilities just before starting a new procedure. Each booth must be provided with hand washing equipment or a commercial hand washing station for hand washing. Wash your hands properly. Notify the sponsor to maintain regular water changes and ensure that hand wash equipment and hand washing stations are maintained for your use.
- ☐ **PERSONAL PROTECTIVE EQUIPMENT** For every procedure, put on a **new disposable bib or lap pad**, and **clean disposable examination gloves**. If the gloves are compromised either by touching objects outside of the client and direct work station or develop a hole or rip, throw away that set, wash your hands and put on a new pair. If the gloves are removed before completion of the procedure, throw away that set, wash your hands and put on a new pair.
- ☐ **TATTOO MACHINE** "Bag" the tattoo machine as well as the power cord with a disposable plastic sheath. Discard the sheath after the completion of each procedure. Inspect and clean the machine after each use.
- ☐ **SINGLE USE** Needles, ink caps, gloves, aprons, paper towels, dental bibs, cord covers, machine bags, plastic wrap, stencils, marking pens or other coverings for chairs and workstations shall be single use. Document the use of disposable instruments such as needle tubes in peel packs on the client procedure log, along with the date and name of the practitioner. Maintain instrument purchase records by the practitioner/tattoo company of use. **JEWELRY** shall be pre-sterilized in individual peel packs.
- ☐ **RE-USEABLE INSTRUMENTS** Re-usable instruments must be pre-sterilized in peel packs. The peel pack must have the date of sterilization and the initials of the person who completed the sterilization load. **SOILED INSTRUMENTS** After the procedure, place soiled instruments in a hard plastic container with a water "tight" fitting lid. Clearly label the container with the contents (i.e. soiled or dirty instruments) and use for the direct transfer of instruments to the Decontamination Sterilization Station.
- ☐ **DISINFECTION AND DECONTAMINATION** Clean and disinfect all surfaces or objects in the work station that have been in contact with the client or materials utilized during the procedure with an industry standard disinfectant. Items include, but are not limited to: arm rests, chair, tables, trays, tattoo machines, etc.
- ☐ **SHARPS WASTE** A properly labeled container for sharps waste must be provided by the event organizer. Dispose of all used needles, razors, grommets, and other sharps waste in the sharps container. Locate the sharps container within arms reach of the practitioners. Return the sharps container to the event organizer for disposal at the conclusion of the event.